

**Chesterfield County**  
**Airport Advisory Board Meeting**  
**February 13, 2006 at 5:00 p.m.**  
**Terminal Building Conference Room**

1. **Call to Order/Roll Call:** The Airport Advisory Board Chairman, Mr. O'Leary, called the meeting to order at 5:09 p.m. and roll call was taken. In attendance were Mr. O'Leary, Mr. Thayer, Mr. McClellan, Mr. Pitaro and Mr. Dane. Absent were Mr. Young, Mr. Marsh and Mr. Mickel.
2. **Customer/Guest Comment Session:** Adam Switzer, Delta Airport Consultants was in attendance. No customers present.
3. **Approval of Meeting Minutes:** A correction to the December 12, 2005 meeting minutes was made under Air Show Update. A reference was made that Mr. Mickel attended a brainstorming meeting held that afternoon. In actuality, Vicki Dowdy attended the meeting.

Mr. Mickel would like to change the figures for gasoline sales in his FBO Report to reflect actual figures for the month of November.

On a motion from Mr. McClellan and a second by Mr. Thayer, the meeting minutes from the December 12, 2005 meeting were approved with the above corrections.

4. **Project Status Update:**
  1. **Ramp Expansion:**

The final details of the contract with Branch Highways are being worked out. Mr. Dane is allowing a "limited release" so work can start on the waterline. Waterline needs to be lowered before actual work on ramp can start. Mr. Dane will file a notice to proceed to get the waterline work started by February 27, 2006. Ramp work should start a month from now.
  2. **Runway Rehab:**

Runway rehab will go to bid in April or possibly May. All funds are appropriated for this project. Grants will have to be accepted. At this point, there are plans to close parts of the runway on weekends if necessary. They will work diligently to cause minimal interruption to service. Mr. Mickel may submit request for reimbursement for revenue lost due to closure, but there is no guarantee of reimbursement. Adam Switzer gave an overview of the work that will take place.
  3. **T-Hangar Project:**

Capital Projects is still working on finishing the punch list. Very little work is left to be done. Most of the hangars have been leased.
  4. **Corporate Hangar Project:**

This project is close to being complete. A corner room is required to be built inside the hangar to house the alarm system.

5. **Old Business:**

1. **Air Show:**

An air show has been approved and scheduled for October 21 & 22, 2006. Mr. Dane has been working with Parks & Recreation and Public Affairs to turn over some of the responsibilities of the air show. Parks & Recreation has agreed to take responsibility for the Antique Car Show, transportation and assistance with volunteers. Public Affairs will assist with public relations and media. Mr. Dane has met with Debbie Girvin from the Chesterfield Chamber of Commerce to ask for assistance in soliciting sponsors for the air show. She is taking a recommendation back to her board, if they will strive to obtain \$40,000 to \$50,000 in sponsorships, the name of the air show will become "Chesterfield Chamber of Commerce Air Show".

Mr. Dane will contact every business in the Industrial Park on Whitepine Road, requesting consideration for closing a few hours each day for the air show in order to allow military jets to perform at the air show.

Mr. Dane requested permission from the board to proceed with plans to consider having the Fourth of July fireworks at the airport. Approval was given. Mr. Dane will meet with Mr. Mickel to resolve any concerns he may have to ensure the airport will remain safe and secure during the fireworks.

2. **Museum Status:**

Mr. Dane, Mr. O'Leary, Mr. Mickel and Mr. Young have met to discuss the best way to create a concept paper regarding the museum. They then met with Mr. Jan Ralph who recommended a project workbook with color. This workbook will tell the story of what Air Quest Museum is all about. It will also include the 1908 Wright Flyer that Mr. Young is replicating for the museum. The estimated cost for the workbook will be around \$30,000 to \$40,000. It would only be distributed to a select few. The Virginia Aviation Foundation has been paid in full and is only doing minimal work at this time.

Rick Young is intending on building a replica of the 1908 Wright Flyer. It would be our desire to have the 1908 Flyer completed in time to be shown at the 2007 Chesterfield County Air Show. Mr. Ralph will be assisting us in our contacts with the Chinese Olympics.

6. **New Business:**

The beavers have been properly disposed of and are no longer a problem. There have been two encounters with coyotes and deer inside the fence line recently. There is not a breach in the fence. Coyotes are probably chasing deer over the fence. We have contacted the Game & Inland Fisheries to obtain a kill permit. We do not need a kill permit, as coyotes are a predator. We will have a skilled representative coming to kill these animals this evening.

7. **Adjourn:** The meeting was adjourned on a motion from Mr. Thayer and a second from Mr. McClellan at 6:18 p.m.

